

# New Jersey Department of Transportation CORRECTIVE ACTION NOTICE

## QUALITY MANAGEMENT SERVICES

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Approved: B. Strizki

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**Bureau(s) Affected:** All Design Consultants, In -House Design Units, Division of Project Management

Bureau of Quality Management Services, Bureau of Structural Engineering

### Description of Problem(s):

An advisory has been received by the FHWA Director of Program Operations reiterating the need for FHWA to coordinate **Interstate Highway System** design exception requests for **vertical underclearances that are less than 4.9 meters**. This coordination by the FHWA will take place with the Military Traffic Management Command, Transportation Engineering Agency (MTMCTEA).

A form has been provided by the FHWA detailing the information that must be supplied to the MTMCTEA in order to justify a proposed design exception.

### Corrective Action Plan:

To ensure the MTMCTEA's awareness of these nonstandard clearances and assure the processing of design exception requests in a timely manner, the information supplied on the attached form must be provided. Responsibilities for implementation are as follows:

#### Designer (Consultant or In-House)

Responsible for completing the attached form and submitting it to the Project Manager as part of the design exception request.

#### Division of Project Management

Project Manager – Responsible for including this form with the design exception request to the FHWA for approval.

#### Bureau of Quality Management Services

##### Quality Review and Development Section

This unit is responsible for the preparation of a Baseline Document Change Request, which will incorporate the completion of the enclosure as part of the coordination requirement into Subsection 3.8.3 of the NJDOT Procedures Manual. It is also responsible for the addition of an item in the QA Checklist specifying whether the Interstate Vertical Clearance Exception Coordination form has been completed.

Until these revisions are incorporated in the NJDOT Procedures Manual by the Configuration Management Unit of the Bureau of Quality Management Services, this Corrective Action Notice shall be in effect.

**Implementation:** Immediately